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GOOD MORNING!!!!

Welcome to the Community Planning Institute

Georgia

Department of

Community Affairs

Savannah | 10.4.17

Adriane Wood, DCA

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Agenda

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PLANNING ESSENTIALS

Georgia

Department of

Community Affairs

Adriane Wood, DCA

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LET'S TALK ABOUT PLANNING

- WHAT is it?
- WHY do we do it?
- WHO does it?
- HOW do you do it?
- WHAT do you do with it when you've got it?

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TO PLAN...

Plan- *Verb*

Definition:

- to arrange the parts of
- to devise or project the realization or achievement of
- To think in advance about a method

Plan- *Noun*

Definition:

- a detailed formulation of a program of action;
- a method devised for doing something or achieving an end, involving a series of actions

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WHAT IS PLANNING?

- That which guides a community's growth and development
- A.k.a. urban design, city planning, land use planning,
- A science because it relies on data and forecasts
- An art because it is about design and aesthetics and visioning
- A tried and true way to help your community move forward
- A dynamic blueprint for the future
- A to-do list
- ???

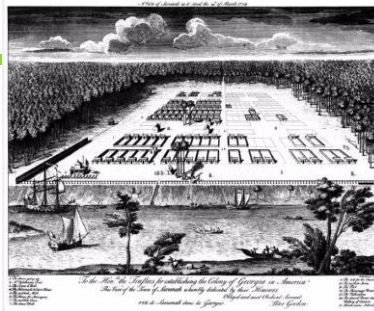
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PLANNING ISN'T A NEW IDEA

- History is full of planned communities
- General Oglethorpe PLANNED Savannah in 1733

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Georgia's first
planned
community:
Savannah
1734



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WHY PLAN?

- Why not? Why not think about what you're doing?
- Specifically
 - Helps protect property rights
 - Certainty is good for economic development
 - Helps maintain and improve your quality of life
 - Protect public investments: It's your money, after all.

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“If you don’t know where
you’re going, you might
not get there.”

Yogi Berra, famous baseball player and manager

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WHY PLAN?

It’s Your
Community!

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WHY PLAN?

- Guide where development goes and what it will be
- Prevents surprises
- Helps you prepare for new growth
- Identify/maximize strengths
- Identify weaknesses to

- Respond to a changing situation
- Prepare to apply for grants
- Protect community assets
- Be prepared for future growth
- It’s the law!

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WHAT COMMUNITY PLANS DO

Predict future population, housing, and employment trends	Don't you want to know how many houses you will need? New jobs?
Protect and preserve future land needs	Don't you want to make sure you have enough land available to grow?
Assure adequate public facilities and services	Don't you want to have enough water for the community?
Protect existing and future public investment	Don't you want to save money by continuing to use what you already have paid for?
Protect environment	Don't you want to make sure your natural and historic resources are protected?
Reflect community values	Don't you want your community to be what YOU want it to be?

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BENEFITS OF PLANNING

- Provides a forum for reaching consensus
- Protects property values
- Sets expectations
- Improves economic development
- Connects people to the community
- Saves money
- Improves quality of life

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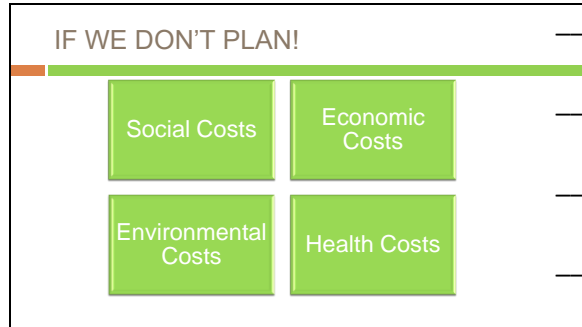
Three questions that guide any planning process

What do we have?

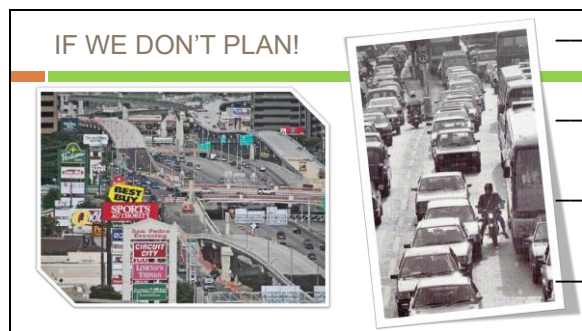
What do we want?

How will we get it?

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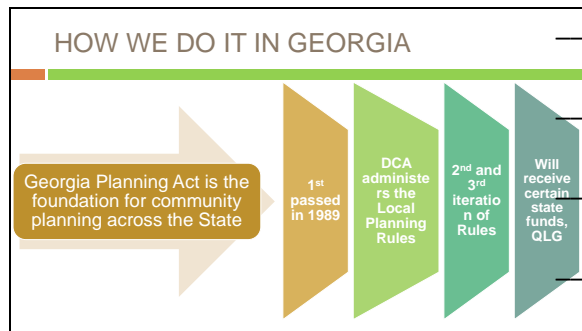
WHO PLANS?

- Everybody– the plan should involve the entire community
- Elected officials
- Local government staff
- Consultants, developers
- Appointed officials
- Regional Commissions
- State of Georgia

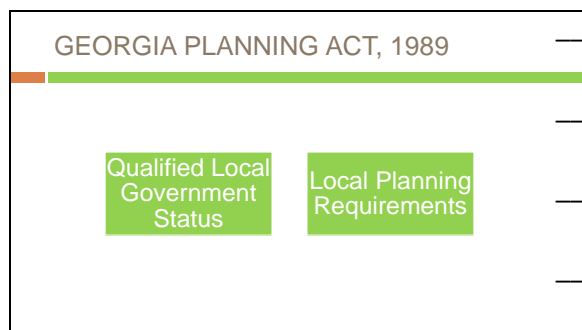
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Local Comprehensive Plans

- Help develop & support policies
- Direct capital improvements
- Help set the budget
- Evaluate future development
- See the future
- Set the future
- Guide economic growth
- Guide land development
- Celebrate the community
- Improve community health
- Address housing issues
- Upgrade local infrastructure
- Gives the public a voice
- Represents everybody
- See opportunities not just issues
- Provide solutions

Jon West will help you understand how one thing does all this in just a minute

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WHO PLANS?

On the local level:

Elected Officials:
State, County, City

Appointed Boards and Commissions

Planning Staff

Development Community

Public

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ELECTED OFFICIALS

Legislative Actions

Responsibilities

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ACTIONS

- Legislative
 - By the elected officials, NOT the planning commission or staff
 - Such things as:
 - Adopting the zoning ordinance
 - Adoption of amendments to the ordinance that change the text
 - Rezoning of property
 - Special use permits
- Administrative
 - Anything else

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RESPONSIBILITIES

Set plan in motion	Create a capable board	Establish policy
Change policies/ordinances	Give sense of direction	Make final decisions

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APPOINTED BOARDS AND COMMISSIONS

Planning Commission	Zoning Board of Appeals
Design Review Boards (Historic Preservation, etc.)	Community Councils or Neighborhood Planning Units

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PLANNING COMMISSION AUTHORIZATION

Contained in your ordinance- Administration (the commission as well as the elected body and staff)

- Planning Commission
 - Creation, Appointment, Terms
 - Organization, Rules, Staff
 - Functions and Duties
- Also, the role and responsibilities of the elected body
- All procedures and standards

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PLANNING COMMISSION

QUALIFICATIONS

- Be a resident
- Willingness and dedication
- Interest in community planning
- Desire to assist in implementation
- Willingness to encourage and accept input
- Ability to maintain an objective approach

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PLANNING COMMISSION

DUTIES

- General Plans
- Specific Plans
- Zoning and Subdivision Maps
- Individual Project Approvals
- Report on Capital Improvement Plans
- Coordinate Local Planning Efforts
- Consider Land Acquisitions
- Special Studies

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PLANNING COMMISSION

ROLES

- Prepare Comprehensive Plan
- Advise on planning
- Work within established policies
- Recommend changes to policies

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PLANNING COMMISSION

FIVE FUNCTIONS OF PLANNING COMMISSION

- Remember what the purpose of "zoning" really is
- Carry out development review process within the legal framework and requirements of state and local law
- Effectively deal with the local political will
- Act as an arbiter between government staff, applicant, citizens, land owners, and other parties
- Review projects in view of standards and technical criteria which are applicable

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PLANNING COMMISSION

BEING EFFECTIVE

- Learn meeting procedures (Robert's Rules of Order)
- Stay informed
- Keep communication open
- Be an effective leader
- Follow the law

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PLANNING COMMISSION

DOING
A
GOOD
JOB

- Know the community
- List of maps/reports available
- Copy of comprehensive plan
- Local/regional/state policies and programs
- Reach out: school board, authorities, governmental departments, neighbors

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PLANNING COMMISSION

FOLLOWING
THE LAW -
ASK THESE
QUESTIONS

- Is the proposal consistent with the Comp Plan?
- Does it meet all applicable zoning and subdivision requirements?
- Are environmental impacts reduced or eliminated by conditions or are there overriding considerations?
- Is decision supported by findings of fact based on substantial evidence in the record?

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LOCAL STAFF RESPONSIBILITIES

Provide full and accurate information and background to applicant, developers, boards, commissions, and landowners

Reports/recommendations based on fact (plan/code)

Administrative permits

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DEVELOPMENT COMMUNITY

Acts as agents for property owners or neighborhood

Professional wisdom

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DEVELOPMENT COMMUNITY

Real estate agents/brokers	Land developers/speculators	Residential and commercial builders
Apartment developers and landlords	Lawyers	Engineers, architects, surveyors
Bankers	Consultants	Trade groups/special interest groups

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THE PUBLIC



Plans belong to the community



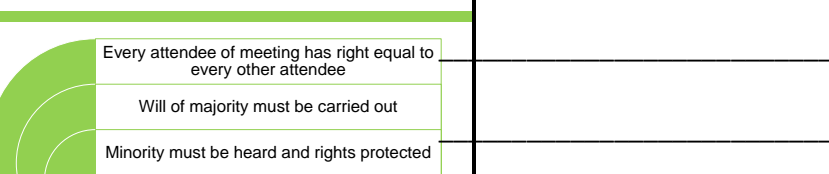
Publishing hearing agenda in various media outlets is good tool



Handouts and visuals can help individuals understand in process

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MEETING BASICS




The diagram illustrates the basic principles of a meeting. It features a central green semi-circle on the left, composed of three concentric arcs. To the right of this semi-circle is a vertical stack of five rectangular boxes. The top three boxes contain text, while the bottom two are empty. The text in the boxes is as follows:

- Every attendee of meeting has right equal to every other attendee
- Will of majority must be carried out
- Minority must be heard and rights protected
- Only one topic will be considered at a time
-
-

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MEETING basics



- Direct all comments to chair
- All deliberations must be in the open (no private conferences)
- Know ordinance procedures and follow them

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AGENDA

The diagram consists of a horizontal bar at the top, with a small orange segment on the left and a green segment on the right. Below the bar, on the left, is a green triangle. Inside the triangle, there is a list of six items, each in a white rounded rectangle with a green border. To the right of the triangle and bar, there are six horizontal lines for notes.

- Introduction of reports/documents
- Approval of minutes
- Old business
- New business
- Other business
- Adjournment

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MOTIONS	
Moved	
Seconded	
Stated	
Discussed	
Amended	
Called	
Restated	
Voted	
Declared	

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ACTIONS

```
graph LR; A[Approve] --> B[ ]; C[Approve with Conditions] --> D[ ]; E[Deny] --> F[ ]; G[Postpone] --> H[ ]
```

Approve

Approve with Conditions

Deny

Postpone

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LOCAL PLANNING TOOLS

```
graph TD; A[Comprehensive Plan and Future Development Maps] --> B[Zoning Ordinance and Map]; B --> C[Unified Development Code]; C --> D[Special ordinances for trees, signs, etc.]; D --> E[Design Guidelines (historic districts, etc.)]; E --> F[May be others specific to your local government];
```

- Comprehensive Plan and Future Development Maps
- Zoning Ordinance and Map
- Unified Development Code
- Special ordinances for trees, signs, etc.
- Design Guidelines (historic districts, etc.)
- May be others specific to your local government

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FINAL WORDS

Plans are a guide. Codes and ordinances are law.

Staff, boards, and commissions must be: objective, consistent, rely on laws, codes, plans, and facts.

Plans (and codes and laws) are living documents and must evolve with change in conditions.

Implementation and enforcement are important.

Focus must be sustained by staff and elected officials.

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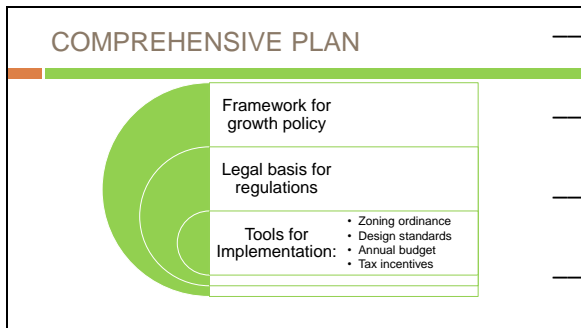
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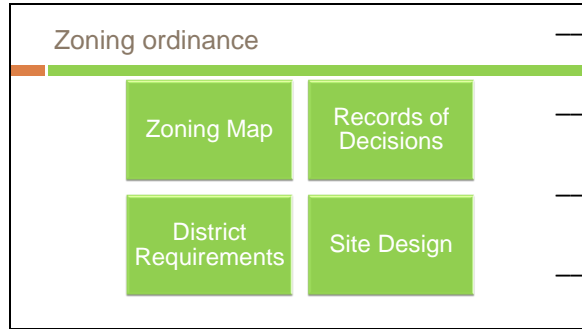
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What exactly is zoning?

- Zoning is the government's ability to regulate private property through use of the police powers – the public health, safety, morals and general welfare- the local government's ability to regulate what goes where.
- It's really important to remember that your zoning ordinance must include an accurate map. If you don't have a zoning map then you don't have a valid ordinance. The map has to be a part of your zoning code.

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DESIGN GUIDELINES

Typically apply to specific areas such as historic districts

Regulate how things look (style, roof design, façade, landscaping, etc.)

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FUTURE DEVELOPMENT MAP

Provides outline for how the jurisdiction wants to grow

Map should be realistic image of future

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SUBDIVISION REGULATIONS

The diagram illustrates the subdivision regulations process through five interconnected green circles. The circles are arranged in a circular pattern with overlapping edges. The text within the circles, starting from the top and moving clockwise, is: 'Regulated by Georgia Plat Act (O.C.G.A. 15-6-67)', 'Final plat – legal creation of lots', 'Minor subdivisions and exemptions', 'Administrative requirements', and 'Hearing requirements'. A fifth circle at the bottom left, labeled 'Preliminary plat – first draft and infrastructure review', overlaps with the 'Hearing requirements' circle.

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Special ordinances

Sign Ordinance – first amendment issues, must not be content based

Tree Ordinance – environmental and aesthetic issues

History of planning

- ▣ India and Pakistan
- ▣ Greece